

BOARD OF SUPERVISORS

Brown County



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P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600
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GUY ZIMA, CHAIR
MARY SCRAY, VICE CHAIR

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.85 and 59.094, Wis. Stats., notice is hereby given to the public that the regular meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** will be held on **Monday, November 9, 2009, at 9:00 a.m.,** in the Legislative Room, 100 North Jefferson St., Green Bay, Wisconsin.

****PLEASE BRING BUDGET BOOK****

The following matters will be considered:

Call to order.
Invocation.
Pledge of Allegiance to the Flag.
Opening Roll Call.

**** PRESENTATION ****

\$1000 Grant / Good Government Award
By Foth & Van Dyke

1. **Adoption of Agenda.**
2. **Approval of minutes of October 21, 2009.**
3. **Announcements of Supervisors.**
4. **Communications: (None)**
 - a) **Late Communications:**
5. **Appointments by County Executive: (None)**
6. **Reports by:**
 - a) County Executive.
 - b) Board Chairman.
7. **Other Reports: (None)**

8. **Veto Session:**

- a) Ordinance re: To adopt Subsection 3(e) of 2.03 of the Brown County Code Entitled Organization, Policy and Authority of the Brown County Board of Supervisors. (#10q).

9. **Standing Committee Reports:**

- a) Report of Administration Committee of October 15, 2009 **(non-budget items)**.
- b) Report of Education & Recreation Committee of October 27, 2009 **(non-budget items)**.
- c) Report of Executive Committee of November 4, 2009 **(non-budget items)**.
- d) Report of Human Services Committee of October 28, 2009 **(non-budget items)**.
- e) Report of Planning, Development & Transportation Committee of October 26, 2009 **(non-budget items)**.
 - i) Report of Land Conservation Subcommittee of October 26, 2009 **(non-budget items)**.
- f) Report of Public Safety Committee of October 20, 2009 **(non-budget items)**.

****9:30 a.m. - PUBLIC HEARING ON 2010 BUDGET****

10. **Resolutions, Ordinances:**

Administration and Executive Committee

- a) Ordinance re: To Amend "Schedule A – Records Retention Schedule – Personnel" Appended to Section 3.15 of the Brown County Code. (*Motion at Admin & Executive Cmte: To approve.*)

Administration, Public Safety and Executive Committee

- b) Resolution re: Change in Table of Organization Sheriff's Department (Transfer Accountant position from the Sheriff's Department to the Department of Administration). (*Motion at Admin: To approve. Motion at Public Safety: To approve: Ayes 2; Nays 2: Motion Failed. Motion at Executive Cmte: To adopt.*)

Executive Committee

- c) Resolution re: Change in Table of Organization Department of Administration/ Information Services. (*Motion: To adopt.*)
- d) Resolution re: LRB-1657/2 Regulating Self-Insured Health Plans. (*Motion: To approve.*)
- e) Resolution re: Adopting a Policy Toward Customer Service. (*Motion: Receive and place on file.*)

Executive and Human Services Committee

- f) Resolution re: Change in Table of Organization Human Services Department.
(*Motion: To approve: Ayes: 6; Abstain: 1: Motion Passed.*)

11. **Such other matters as authorized by law.**

12. **Bills over \$5,000 for period ending October 31, 2009.**

13. **REVIEW OF 2010 BUDGET & BUDGET RECOMMENDATIONS BY STANDING COMMITTEES:**

- a) Report of Administration Committee of October 15, 2009 (**budget items**).
- b) Report of Education & Recreation Committee of October 27, 2009 (**budget items**).
- c) Report of Executive Committee of November 4, 2009 (**budget items**).
- d) Report of Human Services Committee of October 28, 2009 (**budget items**).
- e) Report of Planning, Development & Transportation Committee of October 26, 2009 (**budget items**).
 - i) Report of Land Conservation Subcommittee of October 26, 2009 (**budget items**).
- f) Report of Public Safety Committee of October 20, 2009 (**budget items**).

14. **Resolutions, Ordinances:**

Administration and Executive Committee

- a) Resolution re: Approving New or Deleted Positions during the 2010 Budget Process – Department of Administration.
- b) Resolution re: Approving New or Deleted Positions during the 2010 Budget Process – Facility & Park Management Department.
- c) Resolution re: Approving New or Deleted Positions during the 2010 Budget Process – Human Resources Department.

Education & Recreation and Executive Committee

- d) Resolution re: Approving New or Deleted Positions during the 2010 Budget Process - Museum.

Human Services and Executive Committee

- e) Resolution re: Approving New or Deleted Positions during the 2010 Budget Process – Aging & Disability Resource Center.
- f) Resolution re: Approving New or Deleted Positions during the 2010 Budget Process – Health Department.

- g) Resolution re: Approving New or Deleted Positions during the 2010 Budget Process – Human Services Department.

Planning, Development & Transportation and Executive Committee

- h) Resolution re: Approving New or Deleted Positions during the 2010 Budget Process – Register of Deeds.
- i) Resolution re: Approving New or Deleted Positions during the 2010 Budget Process – Planning & Land Services.
- j) Resolution re: Approving New or Deleted Positions during the 2010 Budget Process – UW-Extension.

Public Safety and Executive Committee

- k) Resolution re: Approving New or Deleted Positions during the 2010 Budget Process – Sheriff's Department.

- 15. **Final Budget Vote (as amended).**
- 16. **Closing Roll Call.**
- 17. **Adjournment to Wednesday, December 16, 2009 at 7:00 p.m., Legislative Room, 100 N. Jefferson Street, Green Bay, Wisconsin**

Submitted by:

Guy Zima
Board Chairman

Attachments

Notice is hereby given that action by the County Board of Supervisors may be taken on any of the items which are described or listed in this agenda.

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PROCEEDINGS OF THE BROWN COUNTY BOARD OF SUPERVISORS
OCTOBER 21, 2009

Pursuant to Section 19.84 and 59.14, Wis. Stats., notice is hereby given to the public that the REGULAR meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** was held on **Wednesday, October 21, 2009, at 7:00 p.m.**, in the Legislative Room 203, 100 North Jefferson Street, Green Bay, Wisconsin.

The following matters will be considered:

Call to order at 7:00 p.m.

Invocation.

Pledge of Allegiance to the Flag.

Present: Warpinski, De Wane, Nicholson, Theisen, Krueger, Haefs, Erickson, Brunette,
 Zima, Evans, Vander Leest, Dantinne, Andrews, Kaster, Knier, Williams, Fleck,
 Clancy, Wetzel, Moynihan, Scray, Hoeft, Lund, Fewell

Excused: Johnson

Supervisor La Violette arrived at 7:58 p.m.

Total Present: 25 Total Excused: 1

*** * PRESENTATION * ***

"Presentation by Brown County Housing Authority"

No. 1 -- ADOPTION OF AGENDA.

A motion was made by Supervisor Warpinski and seconded by Supervisor Dantinne "to adopt the agenda as amended by moving Item #10a -- Discussion and possible action re: Resolution requesting Wisconsin's 8th Congressional District Delegation to save Titledown's Postmark after item #8a ". Voice vote taken. Motion carried unanimously with no abstentions to adopt the agenda as amended.

No. 2 -- COMMENTS FROM THE PUBLIC REGARDING AGENDA ITEMS ONLY.

Steve Paradise, 1262 Oregon Street, Green Bay, WI, an employee of the Postal Service, spoke against moving the mail from Green Bay to Oshkosh. He stated various reasons including loss of time through travel plus Green Bay losing its identity because all postage will be marked Oshkosh and not Green Bay.

No. 3 -- APPROVAL OF MINUTES OF COUNTY BOARD OF SEPTEMBER 16, 2009.

A motion was made by Supervisor Dantinne and seconded by Supervisor La Violette "to approve the minutes of September 16, 2009." Voice vote taken. Motion carried unanimously with no abstentions.

No. 4 -- ANNOUNCEMENTS BY SUPERVISORS.

Supervisor Vander Leest questioned since the County Executive didn't sign the Roundabouts Resolution does the County Clerk need to get a directive to send it out? County Clerk Marcelle explained the distribution process.

Supervisor Andrews asked Chairman Zima if a "Pot Luck" dinner would be appropriate for our Budget Session on November 9th. Chairman Zima responded he will put Supervisor Andrews in charge of organizing the Pot Luck Dinner.

Supervisor Knier announced this is her last term on the County Board due to relocation of her husband's job. She will continue through the end of her term representing District 17.

No. 5 -- COMMUNICATIONS. NONE. LATE COMMUNICATIONS:

No. 5a -- FROM SUPERVISOR ANDREWS REGARDING: TO DIRECT STAFF TO RESEARCH 911 FUNDING MECHANISMS IN PLACE IN OTHER STATES FOR THE PURPOSE OF CREATING RECOMMENDATIONS FOR THE STATE LEGISLATURE TO CONSIDER IMPLEMENTING IN THE NEXT BIENNIAL BUDGET, WITH THE GOAL OF CREATING A STABLE FUNDING SOURCE FOR PUBLIC SAFETY COMMUNICATIONS CENTERS IN WISCONSIN. ADDITIONALLY, THE INFORMATION SHOULD BE FORWARDED TO THE APPROPRIATE COMMITTEE OF THE WISCONSIN COUNTIES ASSOCIATION, ASKING FOR INPUT AND LOBBYING ASSISTANCE IN THIS EFFORT.

Refer to Public Safety Committee.

No. 5b -- FROM SUPERVISOR DANTINNE REGARDING: TO HAVE BROWN COUNTY REVIEW THE INSPECTION FEES FOR MANURE FACILITIES IN BROWN COUNTY (COMMERCIAL AND FARM)

Refer to Land Conservation Subcommittee.

No. 5c -- FROM SUPERVISOR EVANS REGARDING: TO ADDRESS CONCERNS WITH THE BROWN COUNTY SHERIFF'S DEPARTMENT AND LOCAL LAW ENFORCEMENT AGENCIES ON THE EM-1 PLACEMENT OF PATIENTS AS IT RELATES TO THE CRISIS CENTER AND THE COMMUNITY TREATMENT CENTER. ADDITIONALLY TO DEVELOP A COUNTY-WIDE PLAN FOR ALL LAW ENFORCEMENT AGENCIES TO ABIDE BY WITH ACCORDANCE TO ENHANCED SAFETY AND EFFICIENCY PROCEDURES.

Refer to Human Services Committee.

No. 5d -- FROM SUPERVISOR BRUNETTE REGARDING: FOR THE COUNTY TO INCLUDE A SMALL, VOLUNTARY SURVEY ON ITS WEBSITE SO WE CAN JUDGE THE WEBSITE'S EFFECTIVENESS AND USE THE FEEDBACK TO IMPROVE SERVICE.

Refer to Administration Committee.

No. 5e -- FROM SUPERVISOR SCRAY REGARDING: REQUEST PLANNING DEVELOPMENT & TRANSPORTATION COMMITTEE CONSIDER PRIVATIZATION FOR PLANNING SERVICES FOR BROWN COUNTY.

Refer to Planning, Development & Transportation Committee.

No. 6 -- APPOINTMENT BY COUNTY EXECUTIVE.

No. 6a -- APPOINTMENT OF GINA REINARDY TO NICOLET FEDERATED LIBRARY BOARD.

A motion was made by Supervisor La Violette and seconded by Supervisor Lund "to approve the above appointment". Voice vote taken. Motion carried unanimously with no abstentions.

No. 7a -- REPORT BY COUNTY EXECUTIVE.

County Executive Hinz introduced the new Executive Director of the Human Services Department, Brian Shoup. Mr. Shoup announced he started three days ago (Monday, October 19), and thanked the Board for confirming his appointment. Brian also had the pleasure of touring the new Community Treatment Center and thanked the Board for providing the new resource (CTC building) for the citizens of Brown County.

Mr. Hinz announced the levy limit is on the Supervisors' desks and asked the County Board not to consider spending up to levy limit. Mr. Hinz provided numbers to the County Board substantiating how new additions would result in a tax increase.

Executive Hinz stated the LEAN initiative is in progress within the County and asked the Board to work together.

Mr. Hinz announced Wednesday, October 28th is the United Way Luncheon/Raffle from 11:30 a.m. to 1:30 p.m. in the Northern Building. Raffle drawings will be at 1:00 p.m., and invited all to attend.

No. 7b -- REPORT BY BOARD CHAIRMAN.

Chairman Zima announced there is a \$3.7 million dollar increase in the levy limit from what the levy limit was thought to be when the budget was created. As proposed, this increase will show a \$7.00 increase on a \$100,000 home, based on the budget presented by the County Executive.

No. 8 -- OTHER REPORTS.

No. 8a -- TREASURER'S FINANCIAL REPORTS FOR THE MONTHS OF JUNE, JULY AND AUGUST 2009.

A motion was made by Supervisor Warpinski and seconded by Supervisor De Wane "to receive and place on file". Voice vote taken. Motion carried unanimously with no abstentions.

TREASURER'S FINANCIAL REPORT FOR THE MONTH OF JUNE 2009

Approved by: \s\ Tom Hinz, County Executive Date: 10/27/2009

TREASURER'S FINANCIAL REPORT FOR THE MONTH OF JULY 2009

Approved by: \s\ Tom Hinz, County Executive Date: 10/27/2009

TREASURER'S FINANCIAL REPORT FOR THE MONTH OF AUGUST 2009

Approved by: \s\ Tom Hinz, County Executive Date: 10/27/2009

TAKEN OUT OF ORDER.

Brown County Board of Supervisors Committee as a Whole

No. 10a -- DISCUSSION AND POSSIBLE ACTION RE: RESOLUTION REQUESTING WISCONSIN'S 8TH CONGRESSIONAL DISTRICT DELEGATION TO SAVE TITLETOWN'S POSTMARK

A motion was made by Supervisor De Wane and seconded by Supervisor Vander Leest "to adopt".

After discussion, a motion was made by Supervisor Scray "to amend the resolution, first line by deleting "by the Mayor and Common Council of the City of Green Bay" and adding "Brown County Board of Supervisors"; by amending paragraph seven by deleting "City of Green Bay" and adding "County of Brown"; and by amending paragraph Now, Therefore, be it resolved by deleting "City of Green Bay" and adding "County of Brown". Vote taken. Roll Call #10a(1):

Ayes: Warpinski, De Wane, Nicholson, Theisen, Krueger, Haefs, Erickson, Brunette, Zima, Evans, Vander Leest, Dantine, La Violette, Andrews, Kaster, Williams, Fleck, Clancy, Wetzel, Moynihan, Scray, Hoeft, Lund, Fewell

Nays: Knier

Excused: Johnson

Total Ayes: 24

Total Nays: 1

Excused: 1

Motion carried.

Approved by: \s\ Tom Hinz, County Executive

Date: 10/27/2009

Approved by: \s\ Darlene K. Marcelle, County Clerk

Date: 11/02/2009

No. 9 -- STANDING COMMITTEE REPORTS:

No. 9a -- REPORT OF ADMINISTRATION COMMITTEE OF SEPTEMBER 24, 2009

A motion was made by Supervisor Nicholson and seconded by Supervisor De Wane "to adopt". Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Tom Hinz, County Executive

Date: 10/27/2009

No. 9b -- REPORT OF EDUCATION AND RECREATION COMMITTEE OF OCTOBER 1, 2009

A motion was made by Supervisor Andrews and seconded by Supervisor Fleck "to adopt". Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Tom Hinz, County Executive

Date: 10/27/2009

No. 9c -- REPORT OF EXECUTIVE COMMITTEE OF OCTOBER 12, 2009

A motion was made by Supervisor La Violette and seconded by Supervisor Nicholson "to adopt". Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Tom Hinz, County Executive Date: 10/27/2009

No. 9d -- REPORT OF HUMAN SERVICES COMMITTEE OF SEPTEMBER 23, 2009

A motion was made by Supervisor Moynihan and seconded by Supervisor Evans "to adopt." Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Tom Hinz, County Executive Date: 10/27/2009

No. 9e -- REPORT OF PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF SEPTEMBER 28, 2009

A motion was made by Supervisor Erickson and seconded by Supervisor Clancy "to adopt." Supervisor Kaster requested item #33 be taken separately. Voice vote taken on remainder of report. Motion carried unanimously with no abstentions.

Item #33 -- Zoning - Discussion and Action regarding Implementation of the POWTS Maintenance Program. COMMITTEE ACTION: To approve Option 1 Option D- that POWTS owners must have completed an ESI and returned to BC Zoning by December 31, 2015 (extended from 2013); and Option 1 Suboption E - that holding tanks and mounds be completed first.

A motion was made by Supervisor Warpinski and seconded by Supervisor Kaster "to adopt". A motion was made by Supervisor Kaster and seconded by Supervisor Erickson "to refer Item #33 back to the DECEMBER Planning, Development and Transportation Committee". Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Tom Hinz, County Executive Date: 10/27/2009

No. 9e(i) -- REPORT OF LAND CONSERVATION SUB-COMMITTEE OF SEPTEMBER 28, 2009

A motion was made by Supervisor Dantine and seconded by Supervisor Andrews "to adopt". Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Tom Hinz, County Executive Date: 10/27/2009

No. 9f -- REPORT OF PUBLIC SAFETY COMMITTEE OF OCTOBER 7, 2009

A motion was made by Supervisor Andrews and seconded by Supervisor Nicholson "to adopt". Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Tom Hinz, County Executive Date: 10/27/2009

No. 10 -- RESOLUTIONS, ORDINANCES:

A motion was made by Supervisor Lund and seconded by Supervisor Erickson "to suspend the rules to take Resolutions 10b thru 10n in one vote". Voice vote taken. Motion carried unanimously with no abstentions.

A motion was made by Supervisor Evans and seconded by Supervisor Lund "to adopt Resolutions #10b thru #10n". Voice vote taken. Motion carried unanimously with no abstentions.

No. 10b -- RESOLUTION REGARDING: SUPPORTING THE 2010-2011 MEMO OF UNDERSTANDING BETWEEN BROWN COUNTY AND THE TOWN OF EATON FOR THE STATEWIDE VOTER REGISTRATION SYSTEM

Approved by: \s\ Tom Hinz, County Executive Date: 10/27/2009

No. 10c -- RESOLUTION REGARDING: SUPPORTING THE 2010-2011 MEMO OF UNDERSTANDING BETWEEN BROWN COUNTY AND THE TOWN OF HOLLAND FOR THE STATEWIDE VOTER REGISTRATION SYSTEM

Approved by: \s\ Tom Hinz, County Executive Date: 10/27/2009

No. 10d -- RESOLUTION REGARDING: SUPPORTING THE 2010-2011 MEMO OF UNDERSTANDING BETWEEN BROWN COUNTY AND THE TOWN OF HUMBOLDT FOR THE STATEWIDE VOTER REGISTRATION SYSTEM

Approved by: \s\ Tom Hinz, County Executive Date: 10/27/2009

No. 10e -- RESOLUTION REGARDING: SUPPORTING THE 2010-2011 MEMO OF UNDERSTANDING BETWEEN BROWN COUNTY AND THE TOWN OF LAWRENCE FOR THE STATEWIDE VOTER REGISTRATION SYSTEM

Approved by: \s\ Tom Hinz, County Executive Date: 10/27/2009

No. 10f -- **RESOLUTION REGARDING: SUPPORTING THE 2010-2011 MEMO OF UNDERSTANDING BETWEEN BROWN COUNTY AND THE TOWN OF MORRISON FOR THE STATEWIDE VOTER REGISTRATION SYSTEM**

Approved by: \s\ Tom Hinz, County Executive

Date: 10/27/2009

No. 10g -- **RESOLUTION REGARDING: SUPPORTING THE 2010-2011 MEMO OF UNDERSTANDING BETWEEN BROWN COUNTY AND THE TOWN OF NEW DENMARK FOR THE STATEWIDE VOTER REGISTRATION SYSTEM**

Approved by: \s\ Tom Hinz, County Executive

Date: 10/27/2009

No. 10h -- **RESOLUTION REGARDING: SUPPORTING THE 2010-2011 MEMO OF UNDERSTANDING BETWEEN BROWN COUNTY AND THE TOWN OF PITTSFIELD FOR THE STATEWIDE VOTER REGISTRATION SYSTEM**

Approved by: \s\ Tom Hinz, County Executive

Date: 10/27/2009

No. 10i -- **RESOLUTION REGARDING: SUPPORTING THE 2010-2011 MEMO OF UNDERSTANDING BETWEEN BROWN COUNTY AND THE TOWN OF GLENMORE FOR THE STATEWIDE VOTER REGISTRATION SYSTEM**

Approved by: \s\ Tom Hinz, County Executive

Date: 10/27/2009

No. 10j -- **RESOLUTION REGARDING: SUPPORTING THE 2010-2011 MEMO OF UNDERSTANDING BETWEEN BROWN COUNTY AND THE TOWN OF GREEN BAY FOR THE STATEWIDE VOTER REGISTRATION SYSTEM**

Approved by: \s\ Tom Hinz, County Executive

Date: 10/27/2009

No. 10k -- **RESOLUTION REGARDING: SUPPORTING THE 2010-2011 MEMO OF UNDERSTANDING BETWEEN BROWN COUNTY AND THE TOWN OF ROCKLAND FOR THE STATEWIDE VOTER REGISTRATION SYSTEM**

Approved by: \s\ Tom Hinz, County Executive

Date: 10/27/2009

No. 10l -- **RESOLUTION REGARDING: SUPPORTING THE 2010-2011 MEMO OF UNDERSTANDING BETWEEN BROWN COUNTY AND THE TOWN OF WRIGHTSTOWN FOR THE STATEWIDE VOTER REGISTRATION SYSTEM**

Approved by: \s\ Tom Hinz, County Executive

Date: 10/27/2009

No. 10m -- **RESOLUTION REGARDING: SUPPORTING THE 2010-2011 MEMO OF UNDERSTANDING BETWEEN BROWN COUNTY AND THE VILLAGE OF DENMARK FOR THE STATEWIDE VOTER REGISTRATION SYSTEM**

Approved by: \s\ Tom Hinz, County Executive

Date: 10/27/2009

No. 10n -- **RESOLUTION REGARDING: SUPPORTING THE 2010-2011 MEMO OF UNDERSTANDING BETWEEN BROWN COUNTY AND THE VILLAGE OF PULASKI FOR THE STATEWIDE VOTER REGISTRATION SYSTEM**

Approved by: \s\ Tom Hinz, County Executive

Date: 10/27/2009

No. 10o -- **ORDINANCE REGARDING: TO REPEAL AND RE-CREATE SEC. 8.08 "PETS" OF CHAPTER 8 OF THE BROWN COUNTY CODE ENTITLED "PARKS AND RECREATION FACILITIES"**

A motion was made by Supervisor Vander Leest and seconded by Supervisor Andrews "to adopt". Discussion followed with Assistant Park Director Doug Hartman answering questions regarding dog parks and various rules on dogs throughout Brown County Parks.

After discussion a vote was taken on Supervisor Vander Leest's motion "to adopt". Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Tom Hinz, County Executive

Date: 10/27/2009

Approved by: \s\ Darlene K. Marcelle, County Clerk

Date: 11/02/2009

Approved by: \s\ Guy Zima, Board Chairman

Date: 11/03/2009

No. 10p -- **RESOLUTION REGARDING: ADOPTING A POLICY TOWARD CUSTOMER SERVICE**

A motion was made by Supervisor Evans and seconded by Supervisor Warpinski "to receive and place on file". Voice vote taken. Motion carried unanimously with no abstentions.

No. 10q -- ORDINANCE REGARDING: TO ADOPT SUBSECTION (3)(E) OF 2.03 OF THE BROWN COUNTY CODE ENTITLED "ORGANIZATION, POLICY AND AUTHORITY OF THE BROWN COUNTY BOARD OF SUPERVISORS"

A motion was made by Supervisor Fleck and seconded by Supervisor Andrews "to adopt". Voice vote taken. Motion carried unanimously with no abstentions.

ORDINANCE #10Q VETOED BY COUNTY EXECUTIVE ON 10/29/2009.

No. 10r -- ORDINANCE REGARDING: TO AMEND A PORTION OF SUBSECTION (2) OF SECTION 4.79 OF THE BROWN COUNTY CODE ENTITLED "SHORT TERM DISABILITY LEAVE"

A motion was made by Supervisor Andrews and seconded by Supervisor Lund "to adopt". Voice vote taken. Motion carried unanimously with no abstentions.

Approved by:	<u>\s\ Tom Hinz, County Executive</u>	Date:	10/27/2009
Approved by:	<u>\s\ Darlene K. Marcelle, County Clerk</u>	Date:	11/02/2009
Approved by:	<u>\s\ Guy Zima, Board Chairman</u>	Date:	11/03/2009

No. 10s -- RESOLUTION REGARDING: HIGHWAY DEPARTMENT CHANGE TO TABLE OF ORGANIZATION: DELETE (1.0 FTE) CHIEF BLACKSMITH AND CREATE A 1.0 FTE 1ST MECHANIC

A motion was made by Supervisor Erickson and seconded by Supervisor Dantine "to adopt". Voice vote taken. Motion carried unanimously with no abstentions.

Approved by:	<u>\s\ Tom Hinz, County Executive</u>	Date:	10/27/2009
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No. 10t -- ORDINANCE REGARDING: DEALING WITH REVISION OF SPEED ZONE ON COUNTY HIGHWAY A, TOWN OF SCOTT

A motion was made by Supervisor Dantine and seconded by Supervisor Kaster "to adopt". Voice vote taken. Motion carried unanimously with no abstentions.

Approved by:	<u>\s\ Tom Hinz, County Executive</u>	Date:	10/27/2009
Approved by:	<u>\s\ Darlene K. Marcelle, County Clerk</u>	Date:	11/02/2009
Approved by:	<u>\s\ Guy Zima, Board Chairman</u>	Date:	11/03/2009

No. 10u -- RESOLUTION REGARDING; OPPOSING PROPOSED AMENDMENTS TO WISCONSIN ADMINISTRATIVE CODE CHAPTER NR 115 RELATING TO SHORELAND ZONING WITHIN THE STATE OF WISCONSIN

A motion was made by Supervisor La Violette and seconded by Supervisor Krueger "to adopt". Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Tom Hinz, County Executive Date: 10/27/2009

No. 11 -- SUCH OTHER MATTERS AS AUTHORIZED BY LAW.

Correction on the next meeting should be corrected to show Monday, November 9th, not Wednesday.

LATE COMMUNICATION:

No. 11a -- FROM SUPERVISOR LUND REGARDING: I WOULD LIKE TO REFER TO ADMINISTRATION COMMITTEE THAT ANY EMPLOYEE WHO WOULD VOLUNTARILY SUBMIT TO A YEARLY HEALTH ASSESSMENT AND MAINTAINS A PROPER WEIGHT AND LEVEL OF FITNESS, WOULD BE ELIGIBLE FOR REIMBURSEMENT REGARDLESS OF AFFILIATION WITH A HEALTH CLUB.

Refer to Administration Committee.

No. 12 -- BILLS OVER \$5,000 FOR PERIOD ENDING SEPTEMBER 30, 2009.

A motion was made by Supervisor Clancy and seconded by Supervisor Fleck "to pay the bills over \$5,000 for period ending September 30, 2009". Voice vote taken. Motion carried unanimously with no abstentions.

No. 13 -- CLOSING ROLL CALL:

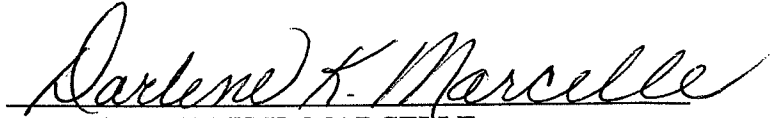
Present: Warpinski, De Wane, Nicholson, Theisen, Krueger, Haefs, Erickson, Brunette, Zima, Evans, Vander Leest, Dantine, La Violette, Andrews, Kaster, Knier, Williams, Fleck, Clancy, Wetzel, Moynihan, Scray, Hoeft, Lund, Fewell
Excused: Johnson

Total Present: 25 Total Excused: 1

No. 14 -- ADJOURNMENT TO MONDAY, NOVEMBER 9TH, 2009, AT 9:00 A.M.
LEGISLATIVE ROOM, #203, CITY HALL, 100 NORTH JEFFERSON
STREET, GREEN BAY, WISCONSIN.

A motion was made by Supervisor Moynihan and seconded by Supervisor Andrews "to adjourn to the above date and time". Voice vote taken. Motion carried unanimously with no abstentions.

Meeting adjourned at 9:45 p.m.


DARLENE K. MARCELLE
Brown County Clerk

October 21, 2009

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS:

Ladies and Gentlemen:

ORDINANCE REGARDING: TO ADOPT SUBSECTION (3)(e) OF 2.03
OF THE BROWN COUNTY CODE ENTITLED ORGANIZATION,
POLICY AND AUTHORITY OF THE BROWN COUNTY
BOARD OF SUPERVISORS

WHEREAS, the Brown County Board of Supervisors is declaring their legislative policy and intent to monitor the expenditure of funds for attorney fees and outside consultant fees.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that it hereby adopts Brown County Code of Ordinance 2.03(3)(e) by adopting the following wording and establishing 2.03(3)(e) which shall read:

(e) All contracts for legal services or outside consulting services regardless of whether funds have been budgeted must be approved by the Brown County Board.

Respectfully submitted,

EXECUTIVE COMMITTEE

Approved by:



COUNTY EXECUTIVE

COUNTY CLERK

DATE

Dated Signed: _____

BOARD CHAIR

DATE

Final Draft Approved by Corporation Counsel.

Veto
See attached Veto
explanation
10/29/09
AM *My*

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor Fleck

Seconded by Supervisor Andrews

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
WARPINSKI	1	S		
DE WANE	2			
NICHOLSON	3			
THEISEN	4			
KRUEGER	5			
HAEFS	6			
ERICKSON	7			
BRUNETTE	8			
ZIMA	9			
EVANS	10			
VANDER LEEST	11			
JOHNSON	12	EXCUSED		
DANTINNE, JR	13	S		

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
LA VIOLETTE	14	S		
ANDREWS	15			
KASTER	16			
KNIER	17			
WILLIAMS	18			
FLECK	19			
CLANCY	20			
WETZEL	21			
MOYNIHAN	22			
SCRAY	23			
HOEFT	24			
LUND	25			
FEWELL	26			

Total Votes Cast 25

Motion: Adopted ☒ Defeated _____ Tabled _____

EXECUTIVE

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



TOM HINZ

PHONE (920) 448-4001

FAX (920) 448-4003

October 29, 2009

To members of the Brown County Board of Supervisors:

I am using my veto authority under s.s. 59.17(6) to veto item 10q; Ordinance re: To Adopt Subsection (3)(e) of 2.03 of the Brown County Code Entitled Organization, Policy and Authority of the Brown County Board of Supervisors from the October 21, 2009 County Board meeting.

I have obtained the attached legal opinion from Corporation Counsel, John Luetscher, regarding the suggested changes to the County Ordinance 2.03 (3)(e). This change states, "All contracts for legal services or outside consulting services regardless of whether funds have been budgeted must be approved by the Brown County Board." It is my opinion, supported by Corporation Counsel, that this proposed language would transfer administrative/management authority of the County Executive to the County Board in violation of Wisconsin Statutes.

I believe this ordinance change is an overreach of authority by the County Board. As I have stated many times, it is my intention to work with the County Board, not against it, and I am still fully committed to my original commitment. This proposed ordinance change will not improve the operation of county government, but will diminish my ability to direct the management and administration of the county. I respect the policy making position of the County Board, and likewise, I hope the County Board respects the role of the County Executive in managing daily operations of Brown County.

There are challenging times ahead of us and for the citizens of Brown County to receive a high level of responsible and efficient form of government; we must continue to work together, even at times when the Legislative and Executive branches of government differ on an issue. Due to the fact that the adoption of subsection (3)(e) of 2.03 of the Brown County Ordinance would lessen the authority of the County Executive, and interfere in the day to day management of the county, I have decided to veto this ordinance change.

Respectfully,

A handwritten signature in black ink, appearing to read "Tom Hinz", is written over a horizontal line.

Tom Hinz
Brown County Executive

Corporation Counsel
Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



John F. Luetscher

PHONE (920) 448-4006
luetscher_jf@co.brown.wi.us

FAX (920) 448-4003

October 20, 2009

Mr. Tom Hinz
Brown County Executive
305 E. Walnut Street
PO Box 23600
Green Bay, WI 54305-3600

Re: Opinion on Legality of Proposed Ordinance Sec.2.03(3)(e) Brown County Code.

Dear Executive Hinz:

It is my opinion the above proposed ordinance, Sec 2.03(3)(e) would transfer administrative-management authority of the county executive to the county board in violation of Wisconsin Statutes.

The proposed ordinance, Sec 2.03(3)(e) reads: "All contracts for legal services or outside consulting services regardless of whether funds have been budgeted must be approved by the Brown County Board". Matters brought before the board must first go through a committee of the board, Sec. 2.05(3) & (5) Brown County Code. The power to approve a contract is the power to decide when a private attorney or consultant can be retained, who will be retained, and the scope of the services to be provided.

The county executive has the duty and power to "Coordinate and direct all administrative and management functions of county government not otherwise vested by law in other elected officers", Sec 59.17(2)(a), Stats. The county executive appoints (subject to county board approval) and supervises the corporation counsel, Sec. 59.42(1)(b) Stats. The corporation counsel represents the county in all civil legal proceedings and provides legal advice to all county departments, commissions, committees, agencies, and officers including the county board. The decision of a corporation counsel to retain a private attorney to represent or advise the county arises in the course of discharging these responsibilities. It is a decision made in the course of managing and administering the corporation counsel office. Corporation counsel's responsibility is to see the county is well represented in legal proceedings and obtains sound legal advice. When corporation counsel elects to hire a private attorney it is implicit counsel has decided the best way to provide advice or representation, in the particular circumstances, is through a private attorney. If the corporation counsel makes a poor decision in regard to retaining

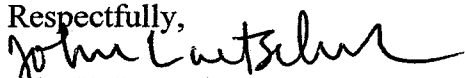
a private attorney, he or she is accountable to the county executive and the county board. The proposed ordinance does not improve supervision or increase accountability of the corporation counsel. The ordinance wholly transfers the decision making authority to retain a private attorney from the county executive to the county board. This transfer will directly conflict with the Sec. 59.17(2)(a) Stats. mandate giving the executive authority to direct all administrative and management functions.

As the county's attorney, the corporation counsel is in the best position to determine the county's interests require it to retain a private attorney or firm. Reasons for retaining a private attorney are varied and can be complex. In some instances corporation counsel may decide there is a legal conflict of interest that requires the hiring of a private attorney, see SCR 20:1.7 to 20:1.11 and 20:1.13. If the county board has the final word on retaining a private attorney in the event of a conflict of interest the corporation counsel may have to choose between violating the Rules of Professional Conduct or leaving the county unrepresented if the board does not approve the contract for the private attorney. It is difficult to imagine the Wisconsin State Legislature intended for county boards to have this level of involvement in the day to day operations of the corporation counsel for the county.

The county board already has considerable authority over the corporation counsel. This authority includes budgetary control, committee oversight, and review of the invoices of private attorneys. The Brown County Board has decided it has the authority to hire its own private attorney, independent of corporation counsel, to represent county board interests. The board already has the ability to hold the corporation counsel accountable for the decision to hire a private attorney. The enactment of Sec. 2.03(3)(e) will simply impair the executive's ability to discharge the responsibility to provide high quality legal representation and advice to the county under all circumstances. The proposed ordinance is unlawful and in the event of its passage, it will certainly cause legal problems for corporation counsel in the future.

The ordinance goes beyond contracts for private attorneys and includes contracts for outside consulting services of any kind. "Consulting" is a general term embracing a wide array of services. The proposed requirement will transfer administrative/management decision making made in other departments, besides corporation counsel, to the county board. If the department of administration decides it needs to retain a private accounting firm to provide some specialized assistance then it is a decision made in the day to day discharge of department responsibilities. Accounting is an essential administrative/management function. The ordinance will transfer this decision making to the county board and its committees. The transfer will likely have an impact on every county department or agency in the future. The board has budgetary and oversight control over the department of administration and every other department in the county. The ordinance does not improve oversight; it transfers management/administrative duties to the county board on a large scale. This transfer will reduce the executive's ability to coordinate and direct the management and administration of the county. The proposed ordinance will violate Sec 59.17(2)(a) Stats.

Respectfully,



John F. Luetscher

CORPORATION COUNSEL

November 9, 2009

**TO THE MEMBERS OF THE BROWN
COUNTY BOARD OF SUPERVISORS**

Ladies and Gentlemen:

The ADMINISTRATION COMMITTEE met in regular session (**non-budget items**) on October 15, 2009, and recommends the following motions:

1. Review minutes of:
 - a) Facility Master Plan SubCommittee (9/17/09).
 - b) Housing Authority (9/21/09). Receive and place on file 1a & 1b.
2. Communication from Supervisor Andrews to request a monthly report (update) on the state of the budget for the entire County, with areas pointed out that are beginning to show difficulty. (Held for one month.) *#s 2 & 3 taken together.*
3. Communication from Supervisor Andrews to develop a process, including a form to fill out, to articulate the factors that lead to the need for a budget transfer to cover shortfalls with a section to be filled out by our financial office indicating where funds can be taken from. This form should be presented along with the request for budget transfer, and included in our packets. (Held for one month). Hold items 2 & 3 for one month.
4. Corporation Counsel - Record Retention. (Held for one month). Hold until January 2010.
5. Dept. of Admin. - Budget Status Financial Report for Dept of Administration & Information Services for August 31, 2009. Receive and place on file.
6. Dept. of Admin. - 2009 Budget Transfer Log. To approve.
7. Dept. of Admin. - Grant Application Approval Log for October. To approve.
- #7a Dept. of Admin. - Discussion with possible action re: open System Administrator position in the IS Department. To approve.
- #7b Dept. of Admin. - Request for Budget Transfer (#09-83): Highway Department - Interdepartmental Transfer & Increase in Expenditures with Offsetting Increase in Revenues (see attached for details). To approve.
8. Human Resources - Budget Status Financial Report for August 31, 2009. Receive and place on file.
9. Human Resources - Activity Report for September 2009. Receive and place on file.
10. Human Resources - Health Reimbursement Account (HRA) Recommendation. To approve.
11. Human Resources - Ordinance re: To Amend "Schedule A – Records Retention Schedule – Personnel" Appended to Section 3.15 of the Brown County Code. To approve.
12. Human Resources - Resolution re: Approving New or Deleted Positions During the 2010 Budget Process (Department of Administration). To approve.

Administration Committee

November 9, 2009

Page 2

13. Human Resources - Resolution re: Approving New or Deleted Positions During the 2010 Budget Process (Human Resources Department). To approve.
 14. Human Resources - Resolution re: Approving New or Deleted Positions During the 2010 Budget Process (Facility & Park Management Department). To approve.
 15. Human Resources - Resolution re: Change in Table Organization Sheriff's Department (Transfer Accountant position from the Sheriff's Department to the Department of Administration.)
To approve the Resolution as amended, eliminating the last "Be it Further Resolved, adding a period at the end of Paragraph 5 and eliminating "and".

To change the Table of Organization relocating the Sheriff's Department Accountant position to the Department of Administration.
 16. Facility Management - Budget Status Financial Report for August 31, 2009.
Receive and place on file.
 17. Facility Management - Approval of contract to La Plant Roofing and Construction for \$108,984 to replace roofs at Barkhausen and Shelter Care (Bid Tabulation and Bid Analysis attached).
To approve a contract award to LaPlant Roofing & Construction in the amount of \$108,984 for roof replacement at Barkhausen and Shelter Care.
 - #17a Facility Management - Request for Budget Transfer (#09-86): Increase in Expenditures with Offsetting Increase in Revenue (see attached). To approve.
 18. Treasurer's Financial Report for the Months of July & August. Receive and place on file.
 19. Treasurer's Budget Status Financial Report for August 31, 2009. Receive and place on file.
 20. Treasurer's Bid Opening on Tax Deeds Sales. To approve.
- County Clerk - No agenda items.
Child Support - No agenda items.
21. Audit of bills. To approve audit of bills.

Approved by:

COUNTY EXECUTIVE

Date

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9a

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The EDUCATION & RECREATION COMMITTEE met in regular session (**non-budget items**) on October 27, 2009 and recommends the following:

- 1) Review minutes of:
 - a) Library Board (9/17/09). To approve.
- 2) Communication from Supervisor Andrews to develop a process, including a form to fill out, to articulate the factors that lead to the need for a budget transfer to cover shortfalls with a section to be filled out by our financial office indicating where funds can be taken from. This form should be presented along with the request for budget transfer, and included in our packets. (Referred from Administration Committee.) Receive and place on file.
- 3) NEW Zoo - Budget Status Financial Report thru August 31, 2009. Receive and place on file.
- 4) NEW Zoo - Request for Budget Transfer (#09-84): Increase in Expenditures with Offsetting Increase in Revenue. To approve.
- 5) Golf Course - Request from Wisconsin Women's State Golf Association re: using Golf Course on Tuesday, July 6, 2010 for the 2010 WWSGA State Bestball Championship. To approve.
- 6) Golf Course - Daily Financial Statistics as of October 11, 2009. Receive and place on file.
- 7) Golf Course - Budget Status Financial for August 31, 2009. Receive and place on file.
- 8) Golf Course - Superintendent's report. Receive and place on file.
- 9) Arena/Expo Centre - Attendance for Veterans Memorial Complex. Receive and place on file.
- 10) Library - Budget Status Financial Report for August 31, 2009. Receive and place on file.
- 11) Library - Budget Adjustment Request (#09-96): Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund) To approve.
- 12) Library - Boldt Engineering Report. Hold till December
- 13) Library - Director's Report. Receive and place on file.
- 14) Museum - Attendance & Admission, September 2009. Receive and place on file.
- 15) Museum - Budget Status Financial Report for August 31, 2009. Receive and place on file.
- 16) Museum - Director's Report. Receive and place on file.
- 17) Parks - Brown County Fair Association
 - a) Report on the 2009 Brown County Fair.

Education & Recreation Committee

Page 2

- b) Recognition of Brown County Facility & Park Management for continued support of the Brown County Fair. Receive and place on file.
- 18) Parks - Request from Ashwaubenon Nordic Ski Team for waiver of trail fees in exchange for a service project and reduction of Lodge fees to winter rate for their run/race on November 7, 2009 at the Reforestation Camp. To approve.
- 19) Parks - Approval of contract to La Plant Roofing and Construction for \$108,984 to replace roofs at Barkhausen and Shelter Care. Approve LaPlant Roofing for \$108,984.
- 20) Parks - Budget Status Financial Report for August 31, 2009. Receive and place on file.
- 21) Parks - Director's Report for September 2009. Receive and place on file.

Approved by:

COUNTY EXECUTIVE

Date

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November 9, 2009

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The EXECUTIVE COMMITTEE met in regular session (**non-budget items**) on November 4, 2009 and recommends the following motions:

1. Communication from Supervisor Scray re: Request PD&T Consider Privatization for Planning Services for Brown County. (Referred from October County Board.)
 - a. To refer to Board Attorney and Internal Auditor to: 1) Study Possible Ordinance Changes; and 2) Develop a sample. No vote taken.
 - b. To refer to December meeting of the Executive Committee. Motion Withdrawn.
 - c. To add referral to Corporation Counsel, John Luetscher, to the original motion.
Ayes: 6 (Erickson, Evans, Lund, Nicholson, Scray, Zima.);
Nays: 2 (Erickson, Lund). Motion approved 7-2.
 - d. Vote on Original Motion to refer to Board Attorney and Internal Auditor to: 1) Study Possibly Ordinance Changes; and 2) Develop a sample RFP.
Ayes: 5 (Evans, Nicholson, Scray, Vander Leest, Zima);
Nays: 2 (Erickson, Lund). Motion approved 7-2.
2. Communication from Supervisor Andrews to develop a process, including a form to fill out, to articulate the factors that lead to the need for a budget transfer to cover shortfalls with a section to be filled out by our financial office indicating where funds can be taken from. This form should be presented along with the request for budget transfer, and included in our packets. (Referred from Administration Committee.)
Refer to Administration Committee.
3. Legal Bills - Review and Possible Action on Legal Bills to be paid. To approve all bills, except those of Davis & Kuelthau which will be sent back for further information.
4. County Executive.
 - a. Resolution re: LRB-1657/2 Regulating Self-Insured Health Plans. To approve.
See Resolutions, Ordinances November County Board.
5. Labor Negotiator Report.
 - a. Review Process Regarding Hiring Freeze Resolution. No action taken.
6. Internal Auditor Report.
 - a. Update on Budget Projects Completed. Receive and place on file.
 - b. Other. None
7. Board Attorney Report.
 - a. Driver's License Fraud Penalties. To refer to Fred Mohr, Board Attorney to determine penalties for giving out driver's licenses without proper ID.
 - b. Resolution re: Adopting a Policy Toward Customer Service. Receive and place on file. *See Resolutions, Ordinances November County Board.*

8. Review Brown County requirements of ID when applying for any Social Services from the County. (Item to be discussed in December). Refer to December meeting.
9. Ordinance re: To Amend "Schedule A – Records Retention Schedule – Personnel" Appended to Section 3.15 of the Brown County Code. (Referred from Administration Cmte). To approve. See *Resolutions, Ordinances November County Board.*
10. Resolution re: Change in Table Organization Sheriff's Department (Transfer Accountant position from the Sheriff's Department to the Department of Administration.) (Referred from Admin & Public Safety Committees). To adopt. See *Resolutions, Ordinances November County Board.*
11. Resolution re: Change in Table of Organization Department of Administration/ Information Services. To adopt. See *Resolutions, Ordinances November County Board.*
- #11a Resolution re: Change in Table of Organization Human Services Department. (Referred from Human Services Committee). To approve. Ayes: 6 (Evans, Lund, Nicholson, Scray, Vander Leest, Zima); Abstain: 1 (Erickson). Motion approved. See *Resolutions, Ordinances November County Board.*
12. **Closed Session:** Pursuant to sec. 19.85(1)(e), Wis. Stats., for the purpose of deliberating or negotiating the purchase of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session -- Patrick Engineering." None held.
13. **Closed Session:** Pursuant to sec. 19.85(1)(b), Wis. Stats., to consider an appeal of a discipline of a public employee." Held for one month.

Approved by:

COUNTY EXECUTIVE

Date

November 9, 2009

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The HUMAN SERVICES COMMITTEE met in regular session (**non-budget items**) on October 28, 2009, and recommends the following motions:

1. Review Minutes of:
 - a. Aging & Disability Resource Center (September 24, 2009).
 - b. Children with Disabilities Education Board (September 22, 2009).
 - c. Human Services Board (September 10, 2009).
 - d. Veterans' Recognition Subcommittee (October 13, 2009).Receive and place on file the minutes, Items 4a-d.

Approved by:

COUNTY EXECUTIVE

Date

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**TO THE MEMBERS OF THE BROWN
COUNTY BOARD OF SUPERVISORS**

Ladies and Gentlemen:

The PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE met in regular session (**non-budget items**) on October 26, 2009, and recommends the following motions.

1. Review minutes of:
 - a) Bay-Lake Regional Planning Commission (August & September 2009 Activity Report).
 - b) Harbor Commission (9/14/09).
 - c) Lower Fox River and Green Bay Shoreline Waterfront Redevelopment Steering Committee Meeting (9/30/09).
 - d) Planning Commission Board of Directors (9/2/09).
 - e) Planning Commission Board of Directors Transportation SubCommittee (8/13/09).Receive and place on file 1a, b, c, d, e.
2. Communication from Supervisor Scray re: Request PD&T consider privatization for Planning Services for Brown County. (Referred from October County Board.)
Receive and place on file. Ayes: 3 (Erickson, Haefs, Kaster); Nays 2 (Dantinne, Fleck).
3. Communication from Supervisor Andrews to develop a process, including a form to fill out, to articulate the factors that lead to the need for a budget transfer to cover shortfalls with a section to be filled out by our financial office indicating where funds can be taken from. This form should be presented along with the request for budget transfer, and included in our packets. (Referred from Administration Committee.) Receive and place on file.
4. Zoning - Budget Status Financial Report for August 31, 2009. Receive and place on file.
5. Zoning - Discussion and action regarding a request to amend/rezone an area of wetlands on tax parcel HM-398 from the Wisconsin Wetland Inventory zoning map T24N R22E, Town of Humboldt, Brown County, map received by Brown County Zoning on June 5, 1990.
To approve a request to amend/rezone an area of wetlands on tax parcel HM-398 from the Wisconsin Wetland Inventory Zoning Map T24N R22E, Town of Humboldt, Brown County.
6. Port Area Budget Status Financial Report for August 31, 2009. Receive and place on file.
7. Solid Waste Area Budget Status Financial Report for August 31, 2009.
Receive and place on file.
8. Port/Solid Waste - Director's Report. Receive and place on file.
9. Highway - September 2009 Budget to Actual. Receive and place on file.
10. Highway - Approval of RFP re: Highway Department Vehicle Maintenance and Inventory Management System. To approve.

11. Highway - Request for Budget Transfer (#09-83): Interdepartmental Transfer and Increase in Expenditures with Offsetting Increase in Revenue. To approve.
12. Highway/Planning Commission - Updates on CTH GV (standing item). Receive and place on file.
13. Planning Commission - Budget Status Financial Report for August 31, 2009. Receive and place on file.
14. Property Listing - Budget Status Financial Report for August 31, 2009. Receive and place on file.
15. Register of Deeds - Budget Status Financial Report for August 31, 2009. Receive and place on file.
16. UW-Extension - Budget Adjustment Request (#09-97): Increase in expenses with offsetting increase in revenue. Receive and place on file.
17. Audit of bills. To approve payment of bills.

Approved by:

COUNTY EXECUTIVE

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Date

9e

November 9, 2009

**TO THE MEMBERS OF THE BROWN
COUNTY BOARD OF SUPERVISORS**

Ladies and Gentlemen:

The LAND CONSERVATION SUB COMMITTEE met in regular session (**non-budget items**) on October 26, 2009, and recommends the following motions.

1. Communication from Supervisor Dantine re: To have Brown County review the inspection fees for manure facilities in Brown County. (Commercial and Farm). (Referred from October County Board). Receive and place on file.

Approved by:

COUNTY EXECUTIVE

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Date

**TO THE MEMBERS OF THE BROWN
COUNTY BOARD OF SUPERVISORS**

Ladies and Gentlemen:

The PUBLIC SAFETY COMMITTEE met in regular session (**non-budget items**) on October 20, 2009, and recommends the following motions:

*** Please Note****

The following numbers correspond to the Public Safety Committee minutes for the Regular portion of the meeting.

1. Review minutes & reports of:
 - a) Criminal Justice Coordinating Board (9/29/09).
Receive and place on file.
 - b) FoxComm User Technical Committee Meeting Minutes (6/17/09).
Receive and place on file.
7. Public Safety Communications - Review and Approve RFP for the Radio Consultant.
To approve.
8. Public Safety Communications - CAD Project Update. Receive and place on file.
9. Public Safety Communications - Budget Adjustment Request (#09-92): Increase in expenses with offsetting increase in revenue. To approve.
10. Public Safety Communications - Budget Adjustment Request (#09-93): Increase in expenses with offsetting increase in revenue. *See item #12*
11. Public Safety Communications - Budget Adjustment Request (#09-94): Increase in expenses with offsetting increase in revenue. *See item #12*
12. Public Safety Communications - Budget Adjustment Request (#09-95): Increase in expenses with offsetting increase in revenue. Take items No. 10, No. 11, and No. 12 for approval.
13. Sheriff - Grant Application Review (#09-38): JAG Recovery Act – Drug Task Force Grant.
To approve.
14. Sheriff - Review and Approve RFP for the Laundry Management Services.
To hold until next meeting.
To approve the RFP.
15. Sheriff - Resolution re: Approving new or Deleted Positions During the 2010 Budget Process (Sheriff's Department). To approve. *See Resolutions, Ordinances November County Board.*

Public Safety Committee

November 9, 2009

Page 2

16. Sheriff - Resolution re: Change in Table of Organization Sheriff's Department (Transfer Accountant position from the Sheriff's Department to the Department of Administration.)
To approve. Ayes: 2 (Nicholson, Williams); Nays: 2 (Andrews, Clancy). Motion Failed.
See Resolutions, Ordinances November County Board.

Other

17. Audit of bills. To pay the bills.

Approved by:

COUNTY EXECUTIVE

Date

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November 9, 2009

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS:

Ladies and Gentlemen:

**AN ORDINANCE TO AMEND "SCHEDULE A – RECORDS RETENTION
SCHEDULE – PERSONNEL" APPENDED TO SECTION 3.15 OF THE
BROWN COUNTY CODE**

The Brown County Board of Supervisors does ordain as follows:

Section 1: That portion of "Schedule A – Records Retention Schedule – Personnel"
appended to Section 3.15 of the Brown County Code, is hereby amended to read as follows:

SCHEDULE A

<u>DEPARTMENT</u>	<u>TYPE OF RECORD</u>	<u>METHOD OF PRESERVING</u>	<u>LENGTH OF TIME ORIGINAL TO BE RETAINED</u>	<u>REMARKS</u>
Personnel	1. Employee Personnel File	Original Record	7 years after Separation from Employment	
	2. Applications (Nonemployees)	Original Record	1 Year except Where eligibility list Remains active	
	3. Examination Results	Original Record	3 Years	
	4. EEO - 4 Reports	Original Record	3 Years	
	5. Absentee and Leave Records	Original Record	3 Years	
	6. Job Announcements	Original Record	3 Years	
	7. Job Postings	Original Record	5 Years	
	8. Job History	Original Record	7 years after Separation from Employment	

Section 2: This Ordinance shall become effective upon passage and publication.

Fiscal Impact: None.

Respectfully submitted,

ADMINISTRATION COMMITTEE

EXECUTIVE COMMITTEE

Approved by:

COUNTY EXECUTIVE

Dated Signed: _____

Final Draft Approved by Corporation Counsel.

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
WARPINSKI	1			
DE WANE	2			
NICHOLSON	3			
THEISEN	4			
KRUEGER	5			
HAEFS	6			
ERICKSON	7			
BRUNETTE	8			
ZIMA	9			
EVANS	10			
VANDER LEEST	11			
JOHNSON	12			
DANTINNE, JR	13			

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
LA VIOLETTE	14			
ANDREWS	15			
KASTER	16			
KNIER	17			
WILLIAMS	18			
FLECK	19			
CLANCY	20			
WETZEL	21			
MOYNIHAN	22			
SCRAY	23			
HOEFT	24			
LUND	25			
FEWELL	26			

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies & Gentlemen:

RESOLUTION REGARDING
CHANGE IN TABLE OF ORGANIZATION
SHERIFF'S DEPARTMENT
(Transfer Accountant position from the Sheriff's Department
to the Department of Administration)

WHEREAS, the present Sheriff's Department Table of Organization includes an Accountant position in pay grade 19, salary range \$51,322 - \$61,280 of the Classification & Compensation Plan; and

WHEREAS, the position was intended to provide accounting services to the Sheriff's Department; and

WHEREAS, as part of the organizational effectiveness initiative to share and centralize services, the Accountant position was evaluated by Human Resources in conjunction with the Sheriff's Department and the Department of Administration; and

WHEREAS, it is recommended that the Accountant position be transferred from the Sheriff's Department Table of Organization to the Department of Administration's Table of Organization to allow for standardized accounting practices, processes and controls and so that this position can provide accounting services primarily for Sheriff's Department and then to other departments within Brown County; and

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that it hereby approves transferring the Accountant, pay grade 19, salary range \$51,322 - \$61,280 of the Classification & Compensation Plan from the Sheriff's Department Table of Organization to the Department of Administration's Table of Organization; and

BE IT FURTHER RESOLVED that the Accountant, pay grade 19, salary range \$51,322 - \$61,280 of the Classification & Compensation Plan be eliminated from the Sheriff's Department Table of Organization.

Fiscal Impact: None

Respectfully submitted,

ADMINISTRATION COMMITTEE
PUBLIC SAFETY COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE

Date Signed: _____

Final Draft Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
WARPINSKI	1			
DE WANE	2			
NICHOLSON	3			
THEISEN	4			
KRUEGER	5			
HAEFS	6			
ERICKSON	7			
BRUNETTE	8			
ZIMA	9			
EVANS	10			
VANDER LEEST	11			
JOHNSON	12			
DANTINNE, JR	13			

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
LA VIOLETTE	14			
ANDREWS	15			
KASTER	16			
KNIER	17			
WILLIAMS	18			
FLECK	19			
CLANCY	20			
WETZEL	21			
MOYNIHAN	22			
SCRAY	23			
HOEFT	24			
LUND	25			
FEWELL	26			

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600

DEBBIE KLARKOWSKI, PHR

PHONE (920) 448-4065 FAX (920) 448-6277 WEB: www.co.brown.wi.us

HUMAN RESOURCES MANAGER

DATE: August 6, 2009

TO: Debbie Klarkowski
Human Resources Manager

FROM: Paula Kazik
Senior Human Resources Analyst

SUBJECT: Sheriff's Department - Accountant

As part of the 2009 organizational effectiveness initiative, Brown County continues to explore shared and centralized services. As part of this initiative, the Accountant position in the Sheriff's Department was evaluated. Discussions were held between Human Resources, Sheriff's Department, and Department of Administration. Additionally, the Accountant tracked his daily duties for a period, which provided the data for the evaluation and supports the recommendation.

This position provides:

- Accounting supports for the Sheriff's Department; assists in the development of the annual budget; assists in the preparation and administration of grants; provides all reports associated with budgets, grants, and other disbursements.
- Oversees and recommends improvements for and monitors cash management, balances and reconciles deposits and payments.
- Prepares internal reports on benefits, expenses, accounts payable and receivables
- Prepares analysis and special reports for proposed staffing changes or new programs.

In addition to providing support for the above mentioned duties, the Accountant position:

- Counts receipts from cash drawers and prepares deposits
- Collects, sorts, alphabetize, photocopy and deliver time cards to payroll
- Maintain department records regarding paid leave and reconcile periodically to payroll records.

The department utilizes this position at the skill and credentials of an accountant infrequently as a resource for compilation of data, and monthly and annually reporting. Other duties brought out as a result of the evaluation can be performed by a position requiring an Associates Degree. The financial system the county has recently implemented will allow for easier access to financial related information and will eliminate the need for the accountant to create and maintain financial spreadsheets at a department level.

Recommendation:

The relocation of the Sheriff's Department Accountant position to the Department of Administration will provide a better value to Brown County by;

- Allow for standardizing of accounting practices, processes, and controls
- Allow for cross training and provide accounting services to other county departments
- Focus on Sheriff's department's duties and requirements, but use the skills/credentials on true accounting duties.

Therefore, Human Resources is recommending the deletion of one (1) FTE Accountant position in the Sheriff's Department Table of Organization and the addition of one (1) FTE Accountant Position in the Department of Administration Table of Organization.

Attached, please find the fiscal impact associated with the above recommendations.

Accountant (transfer 1.0 FTE from sheriff dept to admin)

Total Fiscal Impact: \$0

2009 Annual Fiscal Impact:

	<u>Add to Admin</u>	<u>Delete from Sheriff</u>	<u>Net fiscal Impact</u>
Salary	54,449	(54,449)	-
Fica	3,990		
Health	17,333		
Dental	1,164		
Life	53		
LTD	196		
Ret	2,450		
Ret Cr	3,212		
Total Fringe	28,399	(28,399)	-
Total Salary & Fringe Impact	82,848	(82,848)	-

2009 Fiscal Impact 11/1/09 - 12/31/09:

	<u>Add to Admin</u>	<u>Delete from Sheriff</u>	<u>Net fiscal Impact</u>
Salary	9,075	(9,075)	-
Fica	665		
Health	2,889		
Dental	194		
Life	9		
LTD	33		
Ret	408		
Ret Cr	535		
Total Fringe	4,733	(4,733)	-
Total Salary & Fringe Impact	13,808	(13,808)	-

Pre-tax deducts

Health	1405.32
Dental	94.44
Life	60
Health Spending	312
Parking	420
Total Pre-tax Deducts	2291.76

November 9, 2009

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies & Gentlemen:

RESOLUTION REGARDING
CHANGE IN TABLE OF ORGANIZATION
DEPARTMENT OF ADMINISTRATION /
INFORMATION SERVICES

WHEREAS, the present Department of Administration Table of Organization includes the Information Services Department; and

WHEREAS, a motion was made for the Information Services Department to become a stand alone department with the Director of Information Services reporting to the County Executive; and

WHEREAS, it is recommended that the following Information Services positions become a stand alone department:

1 FTE Information Services Director	3 FTE Network Support Specialist
1 FTE Office Manager I	1 FTE Data/Telecom. Specialist
1 FTE System Administrator	1 FTE Network Support Clerk
1 FTE Management Information Coord. - PSC	1 FTE IT Client Support Specialist
1 FTE Management Information Specialist	1 FTE Applications Support Mgr.
1 FTE Network Support Manager	5.5 FTE Programmer/Analyst II

WHEREAS, it is further recommended that the Project Team managing the implementation of the new financial system remain under the Department of Administration's Table of Organization; and

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that it hereby approves Information Services becoming a stand alone department reporting to the County Executive; and

BE IT FURTHER RESOLVED that the Project Team managing the implementation of the new financial system will remain under the Department of Administration's Table of Organization; and

BE IT FURTHER RESOLVED that these changes to the Department of Administration and Information Services Table of Organization be effective January 1, 2010.

Fiscal Impact: None

Respectfully submitted,

EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE

Date Signed: _____

Final Draft Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
WARPINSKI	1			
DE WANE	2			
NICHOLSON	3			
THEISEN	4			
KRUEGER	5			
HAEFS	6			
ERICKSON	7			
BRUNETTE	8			
ZIMA	9			
EVANS	10			
VANDER LEEST	11			
JOHNSON	12			
DANTINNE, JR	13			

SUPERVISOR NAMES	DIST. #	AYES	NAYS	ABSTAIN
LA VIOLETTE	14			
ANDREWS	15			
KASTER	16			
KNIER	17			
WILLIAMS	18			
FLECK	19			
CLANCY	20			
WETZEL	21			
MOYNIHAN	22			
SCRAY	23			
HOEFT	24			
LUND	25			
FEWELL	26			

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

November 9, 2009

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies & Gentlemen:

LRB-1657/2 REGULATING SELF-INSURED HEALTH PLANS

WHEREAS, legislation has been drafted (LRB-1657/2) in the state legislature that would require the Office of the Commissioner of Insurance (OCI) to regulate self-insured health plans of a city, village, town, county or school district; and

WHEREAS, this proposal would require a self-insured governmental health plan to provide reports and reply to requests for information from OCI; and

WHEREAS, OCI would have to promulgate rules regarding coverage requirements and the level of reserves and surpluses a self-insured governmental health plan must maintain; and

WHEREAS, OCI already has authority to enforce specific coverage requirements for self-insured governmental health plans; and

WHEREAS, OCI would have the authority to seek injunctions or restraining orders as well as impose forfeitures and criminal penalties on self-insured governmental health plans under this proposal; and

WHEREAS, Brown County has a self-insured health plan; and

WHEREAS, Brown County provides a generous health plan to employees without the regulation of OCI; and

WHEREAS, increased regulation would not add value to the health plan but will increase the county's expense to administrate the health plan; and

WHEREAS, counties provide numerous mandated programs on behalf of the state and federal governments while under strict levy and rate limitations; and

WHEREAS, this proposal is another unfunded mandate.

NOW, THEREFORE, BE IT RESOLVED, that Brown County opposes
legislation that would mandate OCI to regulate self-insured governmental health plans;
and

BE IT FURTHER RESOLVED, a copy of this resolution be sent to area
legislators, Governor Doyle and the Wisconsin Counties Association.

Respectfully Submitted,

EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE

Date Signed: _____

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

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Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

November 9, 2009

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION ADOPTING A POLICY TOWARD CUSTOMER SERVICE

WHEREAS, the Brown County Board recognizes that the citizens of Brown County expect helpful and courteous service from Brown County employees; and

WHEREAS, the Brown County Board desires to adopt a policy encouraging department heads and salaried employees to accommodate the needs of customers of Brown County; and

WHEREAS, the Brown County Board desires to encourage its department heads and salaried employees to continue servicing customers for a reasonable amount of time after the close of normal business hours.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors to adopt a policy whereby its department heads and salaried employees are directed to provide service to customers of Brown County after the close of normal business hours if the service commenced prior to the close of normal business hours and if the service required can be completed within a reasonable amount of time.

Fiscal Impact: Undetermined.

Respectfully submitted,

EXECUTIVE COMMITTEE

Approved by:

COUNTY EXECUTIVE

Dated Signed: _____

Final Draft Approved by Corporation Counsel.

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

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Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

November 9, 2009

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies & Gentlemen:

RESOLUTION REGARDING
CHANGE IN TABLE OF ORGANIZATION
HUMAN SERVICES DEPARTMENT

WHEREAS, the present Human Services Department Table of Organization includes 1.0 FTE Economic Support Services Manager and 4.0 FTE Economic Support Supervisors; and

WHEREAS, a motion was made to delete (1.0) FTE Economic Support Services Manager in pay grade 23, and reclassify 1.0 FTE Economic Support Supervisor in pay grade 17, to an Economic Support Services Administrator in pay grade 21.

Economic Support Services Manager	(1.00)	DELETION
Economic Support Supervisor	(1.00)	DELETION
Economic Support Services Administrator	1.00	ADDITION

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that the following changes to the table of organization requested through the 2010 budget process be effective January 1, 2010.

Fiscal Impact Salary and Fringe Benefits

<u>Position Title</u>	<u>FTE</u>	<u>Addition/ Deletion</u>	<u>Salary</u>	<u>Fringe</u>	<u>Total</u>
Economic Support Services Manager Pay Grade 23, Step 3	(1.00)	Deletion	\$(70,486)	\$(26,582)	\$(97,068)
Economic Support Supervisor Pay Grade 17, Step 2	(1.00)	Deletion	\$(50,986)	\$(22,804)	\$(73,790)
Economic Support Services Administrator Pay Grade 21, Step 1	1.00	Addition	\$ 60,896	\$ 24,723	\$ 85,619
Total Fiscal Impact (Human Services Department)			<u>\$(60,576)</u>	<u>\$(24,663)</u>	<u>\$(85,239)</u>

Respectfully submitted,
EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE

Date Signed: _____

Final Draft Approved by Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

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Motion: Adopted _____ Defeated _____ Tabled _____